



## VITA and IT Reform: An Update



### Governor's Winter Agency Head Meeting

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December 15, 2003  
George C. Newstrom  
Secretary of Technology



# Accomplishments: Where We Are Today

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**The first phase of IT reform is almost complete in Virginia's state government. A synopsis of where we are today:**

- Small agency transition is on schedule.
- Once transitioned, state agencies are pleased with VITA's services.
- Agencies are concerned about funding for rates associated with new VITA services.
- VITA acknowledges that the transition for medium and large agencies during the next twelve months will be complex and difficult, highlighting the need for close cooperation and partnership.



## Transitioning to VITA: The Process

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**The transition for medium and large agencies will, in principle, follow the transition process used for small agencies:**

- Step 1: Establish a transition dialog through scheduled workshops.
- Step 2: Identify transition details leading to a signed Service Transition Plan (STP). These details include:
  1. Validate inventory of IT assets
  2. Review performance measures and identify special circumstances
  3. Confirm mapping of IT individuals
- Step 3: Perform standardization and optimization (remediation) tasks to establish minimal standards and sign Executive Summary (ES) to complete transition to VITA.



## Transitioning to VITA: Schedule

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**The schedule for the medium and large agency transition follows (tentative and subject to change):**

- Jan. 14 and Jan. 21, 2004: Workshops for medium and large agency AITRs to coach agencies on preparing themselves for the transition.
- By Mar. 31, 2004: Medium agencies complete standardization and optimization activities and have signed STP. If not complete, VITA will complete these activities by June 30, 2004 and charge agencies for costs incurred.
- By Sep. 30, 2004: Large agencies complete standardization and optimization activities and have signed STP. If not complete, VITA will complete these activities by Dec. 31, 2004 and charge agencies for costs incurred.



## Budgeting for VITA and New Rates

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**Secretaries of Technology and Finance continue to work towards resolving outstanding issues related to VITA and budgets:**

- Responding to \$37.4 million in transfers: Small, medium, and large agencies are being made whole.
- Rates have been approved by JLARC for new services. As part of the transition to VITA, impact analysis should be completed by agencies and will be confirmed by VITA. Agency heads should review the new rates.
- Remediation (standardization and optimization) charges and charges for new services should be covered through restoration of funds in FY 2004. Ongoing costs are an outstanding issue for FY 2005 when all agencies are transitioned and consolidated.



# Conclusion

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**Critical to VITA's success is the active participation of state agency heads (you) and your employees.**

- Small Agency Heads must sign transition documents by December 19, 2003 to meet legislative deadlines.
  - Meeting of Small Agency AITRs on Wednesday, December 17<sup>th</sup> from 10 am – 11.30 am to review VITA's rates.
  - Funding concerns should **NOT** prevent signing of transition documents.
- Medium and Large Agency Heads should facilitate and help complete standardization and optimization tasks.
- All agency heads should help to provide VITA with updated IT inventory and asset information. This information is required for accurate billing of VITA's services.